2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	**FOR TEA USE ONLY** Write NOGA ID here:
Grant period:	October 1, 2014, to August 31, 2016	
Application deadline:	5:00 p.m. Central Time, May 13, 2014	Place date stamp here.
Submittal information:	**Four** complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #	Campus name/#	Amendment #
Hays Consolidated Independent School District	105-906	Lehman High School/005	00

Vendor ID #	ESC Region #	US Congressional District #	DUNS #
74-1587518	13	21 & 35	100672930

Mailing address	City	State	ZIP Code
21003 Interstate 35	Kyle	TX	78640

Primary Contact

First name	M.I.	Last name	Title
Christine		Growt	Director of Federal Programs & Grants

Telephone #	Email address	FAX #
512-268-8540	growtc@hayscisd.net	N/A

Secondary Contact

First name	M.I.	Last name	Title
Christie		Rickert	Director of Instructional Technology

Telephone #	Email address	FAX #
512-268-2141 ext. 8260	rickertc@hayscisd.net	N/A

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Michael		McKie	Superintendent

Telephone #	Email address	FAX #
512-268-2141	mckiem@hayscisd.net	N/A

Signature (blue ink preferred)   Date signed

4/30/2014   701-14-107-091

Only the legally responsible party may sign this application.

Schedule #1—General Information (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	☒	☐
2	Required Attachments and Provisions and Assurances	☒	N/A
4	Request for Amendment	N/A	☐
5	Program Executive Summary	☒	☐
6	Program Budget Summary	☒	☐
8	Professional and Contracted Services (6200)	☒	☐
9	Supplies and Materials (6300)	☒	☐
10	Other Operating Costs (6400)	☐	☐
11	Capital Outlay (6600/15XX)	☐	☐
12	Demographics and Participants to Be Served with Grant Funds	☒	☐
13	Needs Assessment	☒	☐
14	Management Plan	☒	☐
15	Project Evaluation	☒	☐
16	Responses to Statutory Requirements	☒	☐
17	Responses to TEA Requirements	☒	☐

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.
Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
☒	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
☒	I certify my acceptance of and compliance with the program guidelines for this grant.
☒	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
☒	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 3: Program-Specific Provisions and Assurances

☒   I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-Feburary 1, 2015), and that 100% of the funds will be expended no later than the end of the 1st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment	
County-district number or vendor ID:	Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail *or* by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration Grant Management Resources page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

#	Schedule #	Class/ Object Code	A Grand Total from Previously Approved Budget	B Amount Deleted	C Amount Added	D New Grand Total
2.	Schedule #8: Contracted Services	6200	$	$	$	$
3.	Schedule #9: Supplies and Materials	6300	$	$	$	$
4.	Schedule #10: Other Operating Costs	6400	$	$	$	$
5.	Schedule #11: Capital Outlay	6600/ 15XX	$	$	$	$
6.	Total direct costs:		$	$	$	$
7.	Indirect cost (%):		$	$	$	$
8.	Total costs:		$	$	$	$

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Schedule #4—Request for Amendment (cont.)			
County-district number or vendor ID:		Amendment # (for amendments only):	
Part 4: Amendment Justification			
Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

At Lehman High School in Hays CISD, we want our students to graduate from high school prepared to be leaders in the fields of science, technology, engineering, and math (STEM). Demand for people with STEM degrees is higher than ever, but as of right now, Lehman's Advanced Placement (AP) science scores are below the Texas average and well below the scores from the other comprehensive high school in the district. We plan to integrate digital devices into all of our AP science classes to facilitate the shift from teacher-centered classrooms and paper materials to electronic instructional materials that are accessible to all learners in student-centered digital learning environments. Implementing this technology lending program will fully support our district's vision by personalizing the learning experience through 21st century learning environments.

The budget for this proposed grant was developed using costs from the first year of our 1:1 iPad initiative in AP Biology 2 and AP Chemistry 2. A cost per student was determined, then multiplied by the projected enrollment for all AP science courses in 2014-2015 (210 students). After calculating the cost of the needs for this grant, we secured local funds for the amount that exceeded the possible grant budget of $100,000.

At Lehman High School, our students work hard each and every day to achieve academic success. Unfortunately, many of these students struggle financially and this affects their academic progress. Sixty percent of students at Lehman High School participated in the free/reduced meal program, and 53% are considered "at-risk." We encourage all of our students, regardless of socioeconomic (SES) status, to enroll in AP classes and to apply for college. In a recent study, it was found that students who take AP courses in high school have higher grade point averages in college and are more likely to graduate from college within four years. Also, low income students who score a 3 or better on AP tests are 32% more likely to graduate from college than their non-AP peers. Students in lower SES groups such as those at Lehman High School typically have less access to technology outside of school. This grant ensures that all of our AP science students have equitable access to electronic instructional materials that will increase success in their AP courses.

Our needs assessment process is determined by a team consisting of the principal, academic dean, the campus instructional technologist, and the district director of instructional technology. This team determines the efficacy of the needs assessment process by examining campus and district data, classroom observations, and through communication with students, teachers, and parents. This same team will also be responsible for determining when and how the process needs to be updated or changed.

The grant program will be managed by a team consisting of the district director of instructional technology, the Campus Instructional Technologist, the Campus Instructional Strategist, and the AP science teachers, with technical support from the district technology department. The district Director of Instructional Technology will ensure that all members of this team are working together effectively to accomplish the goals of the program. The director of federal programs and grants will oversee the budget and required reports related to this grant.

The program will be evaluated using a variety of quantitative and qualitative methods such as AP test scores, student, parent, and teacher surveys, digital learning evaluation as required by House Bill 5, school enrollment and attendance data, and classroom observations. Not only will these methods be used to determine the program's success, they will also be used to modify the program as needed and make plans for further technology initiatives in the future.

This plan meets all statutory requirements required for the grant. The majority of the grant funds will be used to purchase iPads that will be loaned to AP science students who do not already have access to an iPad. Loaning students the equipment will allow them to access and use electronic instructional materials. This grant award will expand the current technology lending program that was implemented during the 2013-2014 school year. In the current technology lending pilot, a combination of the district's local funds and Instructional Material Allotment (IMA) were used to purchase the equipment and digital content. Local funding sources will continue to supplement the costs associated with implementing the described digital learning environment.

This plan meets all TEA requirements for the grant. Our district strategic plan states, "Hays CISD will revolutionize the learning experience by meeting the needs of 21st Century learners through relevant curriculum and engaging instruction guided by personalized education plans." This grant supports our vision not only by providing improved technology resources in and out of the school day, but through implementing a digital learning environment with relevant and engaging electronic instructional resources for the target audience.

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Schedule #5—Program Executive Summary (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

After identifying the qualified schools for this grant application, an administrative team identified campuses that had successful implementations in place and support available to expand. Lehman High School's AP Science Department was a logical next step because they currently have a technology lending program pilot. We will ensure access to lending equipment and residential access to the Internet among students who have the greatest need by providing some devices with 4G connectivity. Since there are limited numbers of internet capable devices, we will prioritize the distribution according to student SES and transportation availability to local community wifi hotspots.

The teachers involved in this project will implement the AP curriculum approved by the College Board. The provided technology and professional development will allow for a shift in the instructional model from primarily print and teacher-directed to learning with electronic instructional resources and teacher-facilitated activities. This shift in instructional pedagogy is fully supported by the campus administrators. Our district's efforts to renew our commitment toward digital citizenship instruction will greatly complement the goals of this lending program

The AP Science Department will be creating a personalized digital learning environment using a variety of electronic instructional materials. The focus will be in the curriculum subject of science, but as we have a local district policy that allows students to use technology in class, the 10th-12th grade students will be able to use the device to access electronic instructional materials across all subjects.

All of the teachers involved in the current technology lending program have participated in ongoing professional development under the leadership of the Campus Instructional Technologist and the director of instructional technology. Those teachers and the teachers who will be implementing the 1:1 program during the upcoming year will be continuing their professional development before the distribution of the devices as well as during the program year.

Technical support for the devices will be provided by the district's existing technicians. The campus technologist is available for "just in time training" and technical issues are escalated to the technicians as needed through a workorder system. All equipment will be barcoded and checked out to students through the campus inventory system that is managed by the campus library department. The campus technologist will be involved in overseeing that the check-in and out process is being implemented as expected and make decisions about prioritizing the issue of 4G devices according to student need. At the end of each year, the iPads will be restored and software updates will occur to ensure they are in proper working condition.

Students involved in this project will attend a technology evening event where the families will learn about the program initiatives, and sign the technology lending agreement, before a devices is checked out to them. The existing process for auditing turned in instructional materials will be used to ensure that the devices are all collected at the end of each school year. Students will pay a technology fee which will be used to purchase insurance coverage for the devices.

The technology agreement that parents and guardians sign was developed as a collaboration between the grant team. This agreement was also reviewed by our districts legal team and approved. The agreement addresses expectations for students and parents. The district will require mastery of the Digital Citizenship strand of the Tech App TEKS for all students, including those that will receive internet access at home as a part of this grant.

At Lehman High School and Hays CISD, we are deeply committed to ensuring the success of the technology lending program. In our AP science program, we feel we have identified a group of dedicated, high-needs students that will take full advantage of the digital devices and electronic instructional materials that we will be providing them. The administration of Lehman High School has demonstrated devotion to this program by pledging over $30,000 of local campus funds to ensure that all of our AP science students will have equal access to these essential digital devices and that the program can be maintained after the grant funding terminates. The department of Curriculum and Instruction at Hays CISD has also demonstrated its commitment to digital learning by initiating the 1:1 program at Lehman High School and funding all of the start-up costs to get our technology lending program off the ground. We are dedicated to making this program successful and ensuring that our students have the 21st century knowledge and skills necessary to be the leaders of the future.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32

Grant period: October 1, 2014, to August 31, 2016	Fund code: 410

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	$19,836	$0	$19,836	
Schedule #9	Supplies and Materials (6300)	6300	$80,000	$0	$80,164	
Schedule #10	Other Operating Costs (6400)	6400	$0	$0	$0	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	$0	$0	$0	
Total direct costs:			$100,000	$0	$100,000	
Percentage% indirect costs (see note):			N/A	$0	$0	
Grand total of budgeted costs (add all entries in each column):			**$100,000**	**$0**	**$100,000**	

Administrative Cost Calculation

Enter the total grant amount requested:	$100,000
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:	$15,000

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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2014-2016 Technology Lending Program Grant

Schedule #8—Professional and Contracted Services (6200)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

	Expense Item Description	Grant Amount Budgeted
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	$0
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	$0
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: ☐ Salaries/benefits ☐ Other: ☐ Networking (LAN) ☐ Other: ☐ Computer/office equipment lease ☐ Other: ☐ Building use ☐ Other: ☐ Copier/duplication services ☐ Other: ☐ Telephone ☐ Other: ☐ Administrative ☐ Other:	$0
	a. Subtotal of professional and contracted services (6200) costs requiring specific approval:	$0

Professional Services, Contracted Services, or Subgrants Less Than $10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		☐	
2		☐	
3		☐	$
4		☐	$
5		☐	$
6		☐	$
7		☐	$
8		☐	$
9		☐	$
10		☐	$
	b. Subtotal of professional services, contracted services, or subgrants less than $10,000:		$0

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000

	Specify topic/purpose/service:	☐ Yes, this is a subgrant
	Describe topic/purpose/service:	

1	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	$
	Contractor's subgrants, subcontracts, subcontracted services		$
	Contractor's supplies and materials		$
	Contractor's other operating costs		$
	Contractor's capital outlay (allowable for subgrants only)		$
		Total budget:	$

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 105-906		Amendment number (for amendments only): 00	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000 (cont.)			

2

Specify topic/purpose/service:		☐ Yes, this is a subgrant	
Describe topic/purpose/service:			
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
Contractor's payroll costs	# of positions:	$	
Contractor's subgrants, subcontracts, subcontracted services		$	
Contractor's supplies and materials		$	
Contractor's other operating costs		$	
Contractor's capital outlay (allowable for subgrants only)		$	
	Total budget:	$	

3

Specify topic/purpose/service:		☐ Yes, this is a subgrant	
Describe topic/purpose/service:			
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
Contractor's payroll costs	# of positions:	$	
Contractor's subgrants, subcontracts, subcontracted services		$	
Contractor's supplies and materials		$	
Contractor's other operating costs		$	
Contractor's capital outlay (allowable for subgrants only)		$	
	Total budget:	$	

4

Specify topic/purpose/service:		☐ Yes, this is a subgrant	
Describe topic/purpose/service:			
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
Contractor's payroll costs	# of positions:	$	
Contractor's subgrants, subcontracts, subcontracted services		$	
Contractor's supplies and materials		$	
Contractor's other operating costs		$	
Contractor's capital outlay (allowable for subgrants only)		$	
	Total budget:	$	

5

Specify topic/purpose/service:		☐ Yes, this is a subgrant	
Describe topic/purpose/service:			
Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
Contractor's payroll costs	# of positions:	$	
Contractor's subgrants, subcontracts, subcontracted services		$	
Contractor's supplies and materials		$	
Contractor's other operating costs		$	
Contractor's capital outlay (allowable for subgrants only)		$	
	Total budget:	$	

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 105-906		**Amendment number (for amendments only): 00**	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000 (cont.)			

	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
	Describe topic/purpose/service:			
6	**Contractor's Cost Breakdown of Service to Be Provided**		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	
	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
	Describe topic/purpose/service:			
7	**Contractor's Cost Breakdown of Service to Be Provided**		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	
	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
	Describe topic/purpose/service:			
8	**Contractor's Cost Breakdown of Service to Be Provided**		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	
c.	Subtotal of professional services, contracted services, and subgrants greater than or equal to $10,000:		$0	
a.	**Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:**		$0	
b.	**Subtotal of professional services, contracted services, or subgrants less than $10,000:**		$0	
c.	**Subtotal of professional services, contracted services, and subgrants greater than or equal to $10,000:**		$0	
d.	**Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:**		$19,836	
	(Sum of lines a, b, c, and d) Grand total		$19,836	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #9—Supplies and Materials (6300)					
County-District Number or Vendor ID: 105-906			Amendment number (for amendments only): 00		
Expense Item Description					
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:				**Grant Amount Budgeted**
	☐ Print shop fees		☐ Technology-related supplies		
	☐ Postage		☐ Other:		$
	☐ Copy paper		☐ Other:		
	Technology Hardware—Not Capitalized				
6399	#	Type	Purpose	Quantity	Unit Cost	**Grant Amount Budgeted**

6399	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted
	1	4G iPad Wifi only iPad	Support students w/o internet service at home Lending 1:1 device	20 73	$604 $479	$51,601
	2	Apple TV	Classroom instructional resource	2	$99	
	3	iPad stand	Classroom instructional resource	2	$300	
	4	Projectors	Classroom instructional resource	2	$450	
	5	Access Points	Provide increased wireless connection	4	$714	
6399	Technology software—Not capitalized – instructional science apps					$21,000
6399	Supplies and materials associated with advisory council or committee					$0
	Subtotal supplies and materials requiring specific approval:					$
	Remaining 6300—Supplies and materials that do not require specific approval:					$7,563
	Grand total:					$80,164

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #10—Other Operating Costs (6400)			
County-District Number or Vendor ID: 105-906		Amendment number (for amendments only): 00	
Expense Item Description			**Grant Amount Budgeted**
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply: ☐ ESC-owned vehicle usage ☐ Other: ☐ Insurance ☐ Other:		$
6411	Out-of-state travel for employees (includes registration fees) Specify purpose:		$
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations. Specify purpose:		$
6413	Stipends for non-employees (specific approval required only for nonprofit organizations) Specify purpose:		$
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations Specify purpose:		$
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees Specify purpose:		$
6429	Actual losses that could have been covered by permissible insurance		$
6490	Indemnification compensation for loss or damage		$
6490	Advisory council/committee travel or other expenses		$
6499	Membership dues in civic or community organizations (not allowable for university applicants) Specify name and purpose of organization:		$
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations) Specify purpose:		$
Subtotal other operating costs requiring specific approval:			$
Remaining 6400—Other operating costs that do not require specific approval:			$
Grand total:			**$0**

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See TEA Guidelines Related to Specific Costs for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
Schedule #11—Capital Outlay (6600/15XX)					
County-District Number or Vendor ID: 105-906			Amendment number (for amendments only): 00		
15XX is only for use by charter schools sponsored by a nonprofit organization.					
6669/15XX—Library Books and Media (capitalized and controlled by library)					
1		N/A	N/A	$	
66XX/15XX—Technology hardware, capitalized					
2			$	$	
3			$	$	
4			$	$	
5			$	$	
6			$	$	
7			$	$	
8			$	$	
9			$	$	
10			$	$	
11			$	$	
66XX/15XX—Technology software, capitalized					
12			$	$	
13			$	$	
14			$	$	
15			$	$	
16			$	$	
17			$	$	
18			$	$	
66XX/15XX—Equipment, furniture, or vehicles					
19			$	$	
20			$	$	
21			$	$	
22			$	$	
23			$	$	
24			$	$	
25			$	$	
26			$	$	
27			$	$	
28			$	$	
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life					
29				$	
			Grand total:	**$0**	

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment:			188	
Category	**Number**	**Percentage**	**Category**	**Percentage**
African American	14	N/A	Attendance rate	94.1%
Hispanic	108	N/A	Annual dropout rate (Gr 9-12)	1.0%
White	75	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	4	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	93	49.4%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	2	0%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	0	0%	Average ACT score (number value, not a percentage)	N/A

Comments

At the time of this grant application, current student enrollment for the 2014-15 AP classes is 188 students. School counselors are continuing to review and recruit students. Hays CISD has recently conducted an AP program audit review, and we continue to educate parents and students about the advantages of the rigorous AP classes offered at the campus. We anticipate that final enrollment beginning in August 2014 will be at least 210 students in AP Science courses.

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public												2	116	70	188
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:															

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Schedule #13—Needs Assessment	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The primary goal of this grant is to improve the instructional model in AP Science classes at Lehman High School. The indicators that support this goal are:

1. **Enrollment Information:** The enrollment at Lehman High School in AP Science classes for the 2013-2014 school year is 58 students, which is 75% lower than our district's other comprehensive high school.   Since the technology lending program pilot began in the spring of 2014, we have seen a growth in projected enrollment for the AP Science classes to approximately 210 students.

2. **Teacher and Student Surveys:** Through surveys administered to students participating in our current 1:1 pilot, students have indicated a desire to have technology available in all of their classes and for the course material to be relevant and in-depth. They also demonstrated a desire to use digital tools for collaboration and creation as well as to have quick and easy access to electronic instructional materials and digital resources..

3. **AP Scores:** The 2013 College Board AP Test results indicate that students at Lehman High School testing in Biology, Chemistry, Environmental Science, Physics B, Physics C:Mechanics, Physics Electricity and Magnetism, scored a mean score less than the other comprehensive high school in our district, Texas students, and the Global population.

4. **New Vision for Texas Public Schools matrix:** In Article 1 of the New Vision for Texas Public Schools, one pre-condition for success of implementing a digital learning environment is that they have an array of digital device in the hands of students. After a Bring Your Own Device (BYOD) survey, a large percentage of this population does not have their own device. The current access to technology on campus requires the AP Science Department to book a computer lab when they plan to utilize technology. This does not allow them to effectively integrate technology into the inquiry labs they use.   This grant will increase digital devices in the hands of students to allow for the delivery of powerful applications and curriculum content within the science classrooms.

Once we determined that the instructional model needed to be improved, we began research about the best models to implement. The Superintendent, Assistant Superintendent of Curriculum & Instruction, Principal, Director of Instructional Technology, Campus Technologist, and two teachers attended a Texas Association of School Administrators (TASA) professional learning event about using digital content in the classroom. As a result, the team identified the following needs to implement an improved learning environment:

1.   Improve connectivity: Increase access points
2.   Increase availability to technology: lend devices to students and teachers for a 1:1 implementation
3.   Upgrade Classroom Resources: High Definition projector and Apple TV
4.   Provide Engaging digital curriculum resources
5.   Plan for anytime anywhere learning: address connectivity issues that excludes some students from this model

An additional need that is not funded through the grant but will be addressed locally is the need for quality professional development for teachers. The proposed model is currently being piloted at Lehman High School with two teachers and twenty students and has served as the primary needs assessment of expanding this initiative to the entire department.

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Schedule #13—Needs Assessment (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Improve connectivity in the classrooms (Provide Wireless access Points)	In the event that the May 2014, school bond does not pass, this grant will provide the infrastructure upgrades that are necessary to support the additional mobile devices on the school network.
2.	Increase availability of technology devices to teachers and students (Provide a technology device per Student and Teacher)	This grant will lend an iPad to students and teachers in AP Science classes to allow the use of digital technologies as tools for learning, during and after school. This grant will address the technology equity issues that currently prohibit teachers from implementing a digital curriculum and provide all students with electronic instructional materials.
3.	Provide classroom technology resources to efficiently utilize digital materials (upgrade classroom technology including a High Definition Projector and mirroring device)	The use of an Apple TV for mirroring content to the high definition projector will allow students and teachers to collaborate during activities and discussions. This mobile technology allows them to teach from anywhere in the room, without being tethered to a computer.
4.	Provide engaging electronic instructional materials (Allocate funding to purchase educational applications)	Funding will be allocated for educators to choose from the vast array of applications in the iTunes Store. Apps will be used to supplement the other electronic instructional materials such as online textbooks and iTunes U courses.
5.	Increase access to anytime, anywhere learning (Provide 4G iPad and filtered internet access on an as needed basis.)	This grant will fund 20 4G iPads which will be loaned to students on an as needed basis. This will ensure that students that do not have internet access at home will not be excluded from this grant project. Based on a recent student survey, we anticipate 10% of the students will need a 4G iPad.

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Schedule #14—Management Plan

County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	AP Science Teachers	Experienced & appropriately certified AP Science Teachers that are enthusiastic about integrating technology into their instructional model.
2.	Campus Technologist	Experienced & certified secondary level teacher with expertise in implementing a variety of instructional technologies.
3.	Instructional Strategist	Experienced & certified secondary level teacher with expertise in implementing a variety of instructional strategies.
4.	Technicians	Experience managing and troubleshooting mobile devices.
5.	Director of Instructional Technology	Experienced certified teacher with expertise in managing district and campus level technology initiatives that directly impact classroom instruction.

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective		Milestone	Begin Activity	End Activity
1.	Provide PD to increase readiness of teachers to implement digital learning.	1.	Summer PD - iPad 1:1 in AP science	06/10/2014	08/15/2014
		2.	Mentoring with Campus Technologist	08/25/2014	05/22/2015
		3.	District PD - Digital Learning Resources	10/13/2014	10/13/2014
		4.	District PD - Creating and Collaborating With iPads	01/05/2015	01/05/2015
		5.	Attend TCEA	02/02/2015	02/06/2015
2.	Students demonstrate mastery of digital citizenship.	1.	Teachers implement digital citizenship curriculum	08/25/2014	09/12/2014
		2.	Conduct a parent meeting & discuss expectations	11/10/2014	11/14/2014
		3.	Distribute Technology Lending agreement	11/10/2014	11/14/2014
		4.	Collect teacher verification for digital citizenship	11/10/2014	11/14/2014
		5.			
3.	Provide stable technology and network access to allow digital learning to occur.	1.	Wireless access points installed	10/01/2014	10/14/2014
		2.	Classroom technology equipment checked out	08/18/2014	08/22/2014
		3.	iPads & Cases Ordered	10/01/2014	10/01/2014
		4.	Devices processed by HCISD Technology Dept.	10/15/2014	10/22/2014
		5.	Campus barcodes placed on equipment	10/22/2014	10/29/2014
4.	Implement a technology lending program for students.	1.	Verify agreement on file and fee is collected	11/17/2014	11/21/2014
		2.	Activate insurance on devices	11/17/2014	11/21/2014
		3.	Prioritize 4G devices by student need	08/25/2014	09/26/2014
		4.	Activate 4G service on devices	11/17/2014	05/22/2015
		5.	iPads checked out to students	11/17/2014	05/22/2015
5.	Conduct and analyze program evaluations.	1.	Classroom observations	08/25/2014	05/15/2016
		2.	Pre-program survey (parent, teacher, student)	09/15/2014	09/26/2014
		3.	Conduct AP assessments and analyze enrollment	09/22/2014	07/31/2016
		4.	Mid-program survey (parent, teacher, student)	01/12/2015	01/16/2015
		5.	End-of-year survey (parent, teacher, student)	05/18/2016	05/22/2016

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #2014—Management Plan (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Campus Leadership Team (site-based decision-making team) reviews the goals at their monthly meetings and provides needed input. Any adjustments or modifications are made at that time. Progress is highlighted during the meetings and via school-wide callout/email/posting to the campus website. Updates are communicated in the same manner.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Lehman High School currently has a technology lending program pilot in AP Science with approximately 20 students and 2 teachers. This grant will expand the existing efforts to improve the instructional model in AP Science to the entire department. This means that all students taking an AP Science class will have an equal opportunity to participate in this innovative instructional model.

We will maximize the effectiveness of grant funds similar to how we are coordinating efforts to use our local funds effectively. We will work with vendors to ensure we receive the best pricing possible on the hardware we are purchasing. We will purchase curriculum materials that have been aligned to our standards and vetted by teachers for effectiveness. The grant team will also work together to monitor the implementation and resolve problems we may encounter. The campus administrator is committed to this implementation and has allocated local funds to supplement the grant funds in order to fulfill the needs of the proposed plan.

The involved teachers are all within the same department and thus have regular Professional Learning Communities (PLCs) scheduled to discuss student data and their instructional methods. Expanding this initiative to the entire department will naturally increase the commitment to the project's success because they will hold each other accountable. Additionally, the campus will have an assigned Campus Technologist to monitor the implementation of the grant goals and support teachers. The campus will schedule professional development days for the teachers to develop the skills and materials needed to implement the improved instructional model. Updates on the implementation will be discussed at the campus Instructional Technology team meeting and the Campus Leadership Team meetings.

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Schedule #15—Project Evaluation			
County-district number or vendor ID: 105-906		Amendment # (for amendments only): 00	

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process		Associated Indicator of Accomplishment
1.	Student & Parent Survey	1.	Increased levels of technology access.
		2.	Increased level of student engagement.
		3.	Increased satisfaction with digital learning environment, in and out of school day.
2.	Teacher Survey	1.	Increased proficiency with technology tools.
		2.	Increased satisfaction with professional development relating to digital learning.
		3.	Increase in facilitating student centered learning activities.
3.	AP Test Scores	1.	Gains in AP Test scores.
		2.	
		3.	
4.	Observation	1.	Increase in student engagement.
		2.	Increase in the use of digital learning materials.
		3.	Increase in student centered learning activities.
5.	Enrollment	1.	Increase in AP Science enrollment.
		2.	
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Campus Technologist will coordinate the parent, student, and teacher surveys that will be conducted in the beginning, middle, and end of the school year to inform the implementation of this grant. The surveys will be evaluated to identify any potential problems that need to be addressed.

The Principal and Director of Instructional Technology will obtain the AP Science enrollment report as well as AP Test Scores and analyze accordingly. This data will be utilized to inform planning for the subsequent years of the implementation.

The Principal and Campus Technologist will conduct periodic observations in the AP science classrooms to measure the fidelity of the implementation and changes in the levels of student engagement. Teachers will be provided written feedback at least four times throughout the school year and the campus technologist and instructional strategist will support teachers with any identified problems that arise.

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The majority of the grant funds will be used to purchase iPads that will be loaned to AP Science students who do not already have access to an iPad. This will expand the current technology lending program pilot that is currently implemented in two classrooms to the entire department. The instructional model will be modified in the AP Science Department to provide a digital learning environment using a variety of electronic instructional materials. Some of the materials include district adopted Science electronic textbooks, applications from the iTunes Store, the TASA iTunes U courses for High School Science, the Project Share Kid 2 Kid Videos for High School Science, and district purchased software such as Edgenuity.

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Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In the current technology lending pilot, the district's local funds were used to purchase the equipment needed. Local campus funding of approximately $35,000 has already been allocated to supplement the possible grant award. This grant will provide funding that is necessary to expand this initiative to each student enrolled in an AP Science class who does not already have access to digital curriculum. Local funding resources will also be utilized to provide professional learning opportunities that are necessary to implement the digital learning environment.

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Hays CISD, in its 2009 strategic plan, created a vision to implement innovative teaching practices to improve student achievement with over 17,000 students and 1,300 teachers. Through our curriculum, instruction, and assessment practices we strive to prepare our students with the knowledge, skills and behaviors necessary to be successful in their college experience or career.

Our strategic plan states, "Hays CISD will revolutionize the learning experience by meeting the needs of 21st Century learners through relevant curriculum and engaging instruction guided by personalized education plans." The increase of expectations in our state assessment (STAAR) as well as the demands in the 21st century workforce leads us to seek an instructional model that utilizes teachers as facilitators of higher level thinking. This grant supports our vision not only by providing improved technology resources in and out of the school day, but through implementing a digital learning environment with relevant and engaging electronic instructional resources for the target audience.

Lehman High School's Campus Improvement Plan also fully aligns with this grant. This grant will support their CIP in the following areas:
- Increase participation and performance in AP classes
- Provide professional development for technology integration and blended learning
- Acquire additional technology resources to positively impact student learning
- Provide technology that increases teacher mobility in classroom during instruction

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

District administrators took multiple factors into consideration when selecting Lehman High School as the site to begin a technology lending program. These factors include support of school leadership and readiness to implement digital learning, student demographics, and AP performance and participation.   A combination of local and grant funds will provide technology to AP Science students who do not currently have access to the digital curriculum. In partnership with Verizon, we will offer filtered internet access for students to complete instructional activities that require internet access at home. If parents indicate that wifi is not available at home, their student will be eligible for an iPad with cellular data. As the number of 4G iPads are limited, allocation of these devices will be prioritized according to factors such as socioeconomic status, and transportation access to wifi hotspots in our community.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The teachers involved in this project will implement the AP curriculum approved by the College Board. The provided technology and professional development will allow for a shift in the instructional model from primarily print and teacher-directed to student-centered learning with electronic instructional materials and teacher facilitated activities. This shift in instructional pedagogy is fully supported by the campus administrators. For example, one of their Campus Improvement Plan goals is to "provide technologies that increase teacher mobility in the classroom". This goal indicates that campus leaders value the teachers as a facilitator of learning, not just a lecturer in the front of the classroom. As a district, we are currently planning a "refresh" of our Bring Your Own (BYOD) policies. A team of educators is currently meeting to define some new classroom management procedures related to students using electronic devices during the instructional day. Our district's efforts to renew our commitment toward digital citizenship instruction will greatly complement the goals of this lending program.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The AP Science Department will be creating a personalized digital learning environment using a variety of electronic instructional materials. The primary resources we plan to utilize are in iTunes U, applications from the iTunes Store, and web based tools such as electronic textbooks and online instructional subscriptions. The target audience consists of approximately 210 students in grades 10-12. The focus will be in the curriculum subject of science, but as we have a policy that allows students to use technology in class, the students will be able to use the device to access electronic instructional materials across all subjects.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 202014-December 31, 202014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Prior to submitting this grant, the campus technologist and two teachers from the Science Department have had two professional development days dedicated to digital learning environments. First, they attended a TASA-led professional development event in December 2013. This began the collaboration on the technology lending pilot in their classes. A few weeks later, the teachers met for a planning day to design materials for their new instructional model. Upon receiving this grant, the following professional development will be implemented with the entire department:

- Topic One: The "Why" of Digital Learning Environments - Pedagogy and 21st Century Learning Environments
- Topic Two: The "What" of Digital Learning Environments - Exploring Curriculum Resources
- Topic Three: The "How" of Digital Learning Environments - Hands on Training with Technology Tools & Classroom Management Discussions
- Ongoing: Just-in-time training and reflection will occur each month at department meetings

Local funds have been allocated during the first three months of the grant period for the professional learning expenses (training, material, and subs).

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In May 2014, a vote will be cast for a school bond that includes some much needed technology infrastructure upgrades. The bond includes wireless upgrades and a mobile device management (MDM) system that will be necessary to implement the proposed technology lending grant at Lehman High School. In the event that this bond does not pass, additional access points have been included in this grant and local money will need to be allocated for the MDM. There is already sufficient bandwidth available in our district.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 105-906	Amendment # (for amendments only): 00

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

This grant funds the purchase of 20 iPad Air with 4G cellular connectivity. The service on this device will also be activated when checked out to a student whose parent indicates wifi is not currently available in the home. Since the internet access is provided by the district, we will also install a profile that will allow for filtering that is consistent to our district's current safety and security practices.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Lehman High School Campus Technologist is available to provide "just in time training" and low level technical support. When necessary, staff members submit a technology work order to escalate technical issues to the Technology Services Department. Depending on the type of support needed, the workorder will be in queue for a technician or network specialist.

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TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The technology equipment will be barcoded through our campus inventory system. When a parent and student have attended the technology lending program information meeting, they will sign a Technology Lending Agreement form that has been approved by our district attorney. Students and parents will learn about the project and expectations, including how to care for the devices. The device will then be checked out to the student by a trained campus representative such as the Librarian or Campus Technologist. The technology equipment will be returned to the library when a student withdrawals from school or by the date set at the end of the school year. At the time the equipment is returned, the device will be inspected for damage and to ensure that all peripherals (such as the charger and case) are returned in working order. Each summer the technology devices will be restored and updated so that they can be prepared to be re-issued. Any technical issues will be addressed through a work order submitted to Hays CISD Technology Services.

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TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The signed Technology Lending Agreement will be on file before any equipment is checked out to students. Students will pay a deposit of $50 before taking possession of the device. The deposit will be used to purchase an insurance policy on the device. The insurance policy provides repair or replacement due to accidental damage, natural disasters, or power surges.   If the device is lost as a result of theft, or vandalized, a police report must be initiated by the student within 48 hours and a copy of the report must be provided to the campus for purposes of submitting the claim.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Our Technology Lending Agreement was developed collaboratively in the fall of 2013 by the grant team and was approved by our legal representatives. By signing the Technology Lending Agreement, the student and parent both agree that the student will abide by the policies set forth in the Hays CISD Acceptable Use Agreement as well as take on the additional responsibilities of the care of their assigned digital devices. One of the changes we are making in this grant which was informed by our pilot was to provide insurance to families that cover accidental damage of the device. We also are improving our checks and balances on the digital citizenship instruction. The entire district will be adopting a new digital citizenship curriculum and verification process.   Prior to taking a device home, all students will demonstrate digital citizenship skills including:
- model safe and ethical use of digital information;
- model respect of intellectual property when manipulating, morphing, or editing graphics, video, text, and sound;
- use technology applications in a positive manner that supports productivity, collaboration, and continuing education
- use professional etiquette and protocol in situations such as making introductions, offering and receiving criticism, and communicating with digital tools

Students will not be issued a device until the teacher has indicated their mastery of these objectives by submitting a digital citizenship verification form to the campus administrator.

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